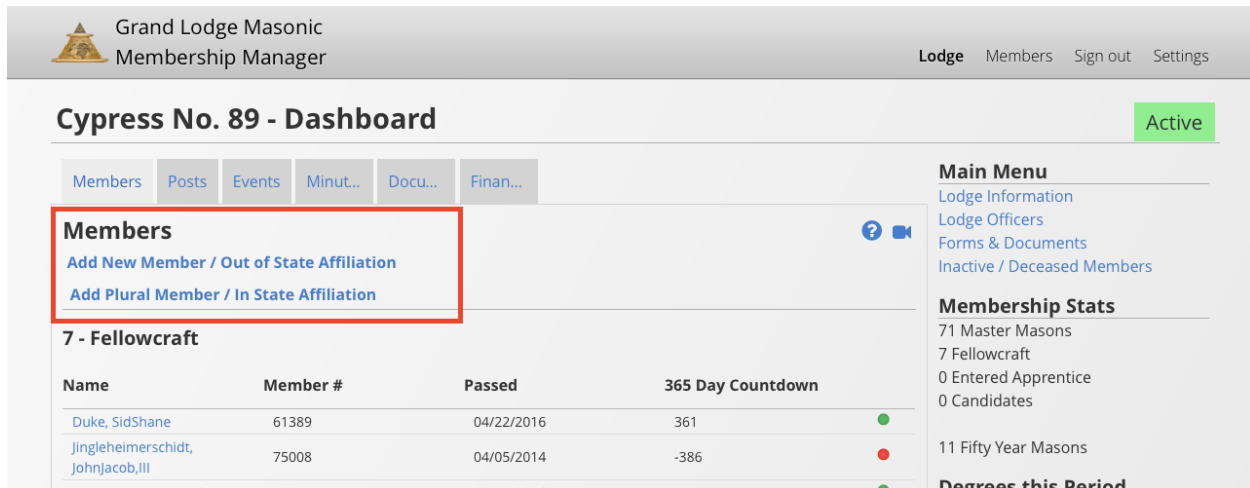


Adding a Plural / In State Affiliation

1. Click on “Add Plural Member / In State Affiliation”



Grand Lodge Masonic Membership Manager

Lodge Members Sign out Settings

Cypress No. 89 - Dashboard

Active

Members Posts Events Minut... Docu... Finan...

Members
[Add New Member / Out of State Affiliation](#)
[Add Plural Member / In State Affiliation](#)

7 - Fellowcraft

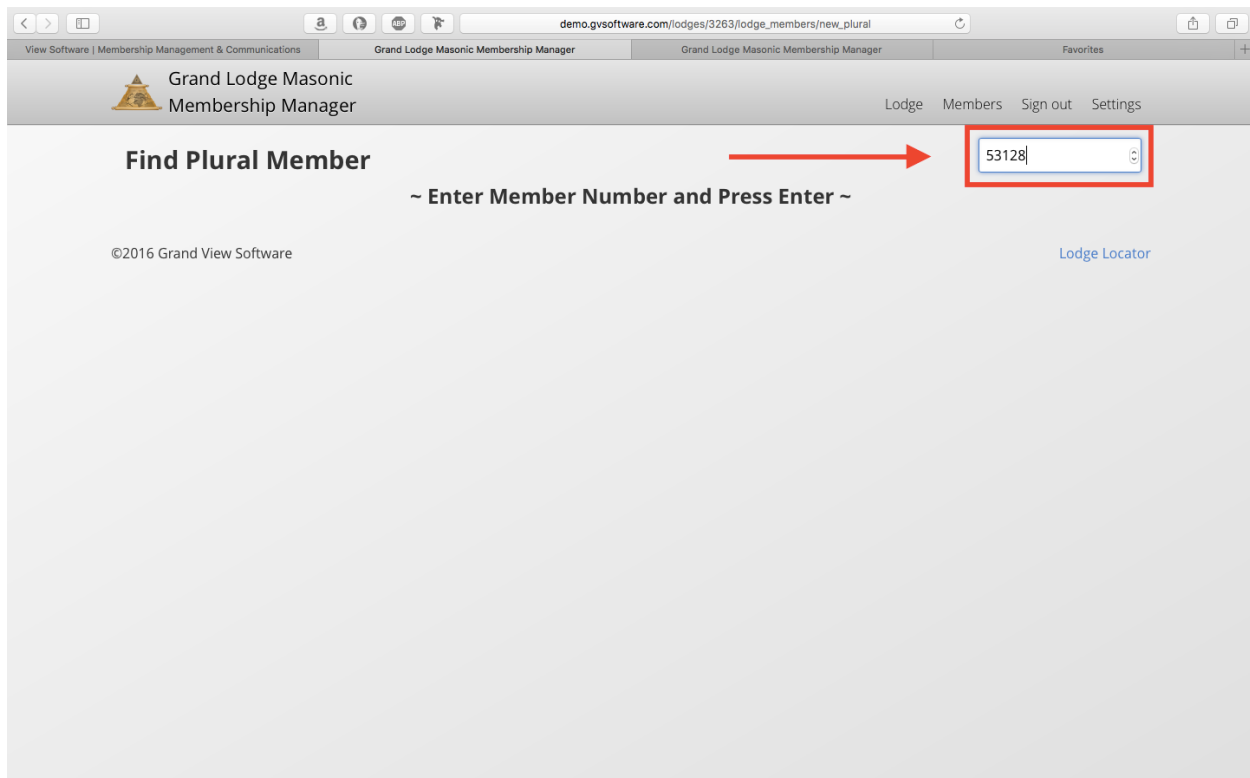
Name	Member #	Passed	365 Day Countdown
Duke, SidShane	61389	04/22/2016	361
Jingleheimerschidt, JohnJacob, III	75008	04/05/2014	-386
McGraw, JamesMartin	50211	02/15/2016	204

Main Menu
[Lodge Information](#)
[Lodge Officers](#)
[Forms & Documents](#)
[Inactive / Deceased Members](#)

Membership Stats
71 Master Masons
7 Fellowcraft
0 Entered Apprentice
0 Candidates
11 Fifty Year Masons

Degrees this Period

2. Enter their member number in the box and hit enter on your keyboard



demo.gvsoftware.com/loдges/3263/loдge_members/new_plural

View Software | Membership Management & Communications Grand Lodge Masonic Membership Manager Grand Lodge Masonic Membership Manager Favorites

Grand Lodge Masonic Membership Manager

Lodge Members Sign out Settings

Find Plural Member

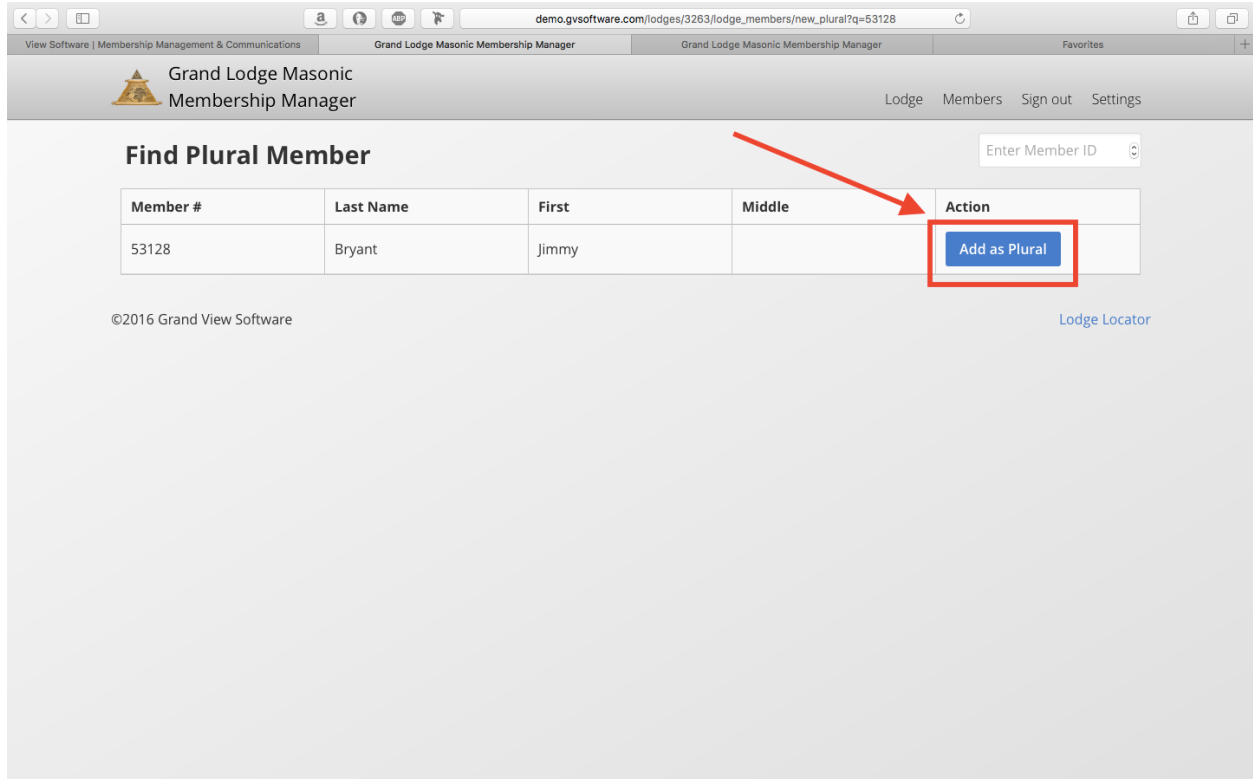
~ Enter Member Number and Press Enter ~

53128

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Lodge Locator

3. Click “Add as Plural”

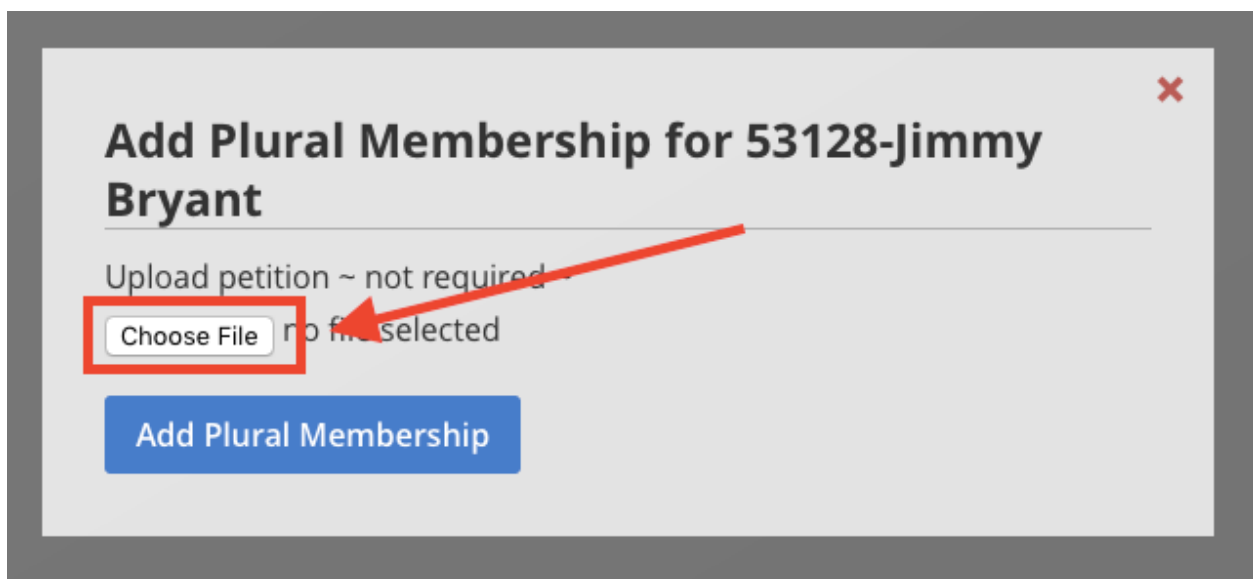


The screenshot shows a web browser window with the URL `demo.gvsoftware.com/lodges/3263/lodge_members/new_plural?q=53128`. The page title is "Grand Lodge Masonic Membership Manager". The navigation menu includes "Lodge", "Members", "Sign out", and "Settings". The main content area is titled "Find Plural Member" and features a search input field labeled "Enter Member ID". Below the search field is a table with the following data:

Member #	Last Name	First	Middle	Action
53128	Bryant	Jimmy		Add as Plural

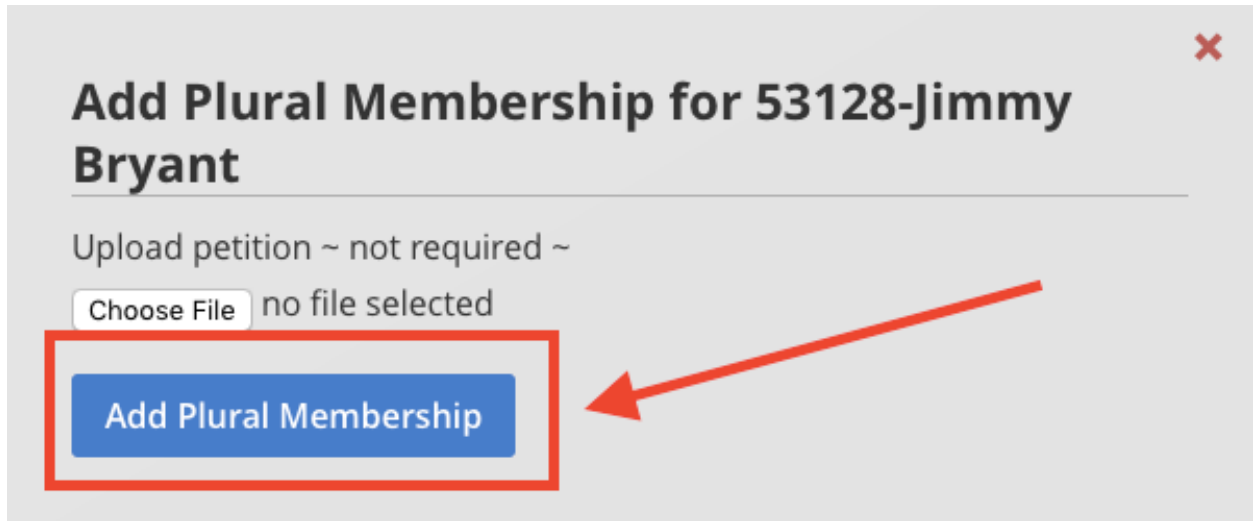
The "Add as Plural" button is highlighted with a red box, and a red arrow points to it from the search input field. The footer of the page includes "©2016 Grand View Software" and a "Lodge Locator" link.

4. Click “Choose File” and upload their petition *If you do not have their petition, move to step 5



The screenshot shows a modal window titled "Add Plural Membership for 53128-Jimmy Bryant". The text "Upload petition ~ not required" is displayed above a file selection area. The "Choose File" button is highlighted with a red box, and a red arrow points to it. Below the file selection area is a blue button labeled "Add Plural Membership".

5. Click “Add Plural Membership”



6. From the Lodge Dashboard, under “Pending Plural / Dual”, click “Change Membership Status”

Grand Lodge Masonic Membership Manager

Lodge Members Sign out Settings

Added plural petition

Cypress No. 89 - Dashboard Active

Members Posts Events Minut... Docu... Finan...

Members

[Add New Member / Out of State Affiliation](#)

[Add Plural Member / In State Affiliation](#)

1 - Pending Plural / Dual

Name	Member #	Actions
Aaron, Joseph Christopher	22907	Change Membership Status

1 - Candidate

Name	Member #	Petitioned	180 Day Countdown
Franklin, Benjamin	75017	04/25/2016	179

1 - Entered Apprentice

Name	Member #	Initiated	365 Day Countdown
Doe, John	75016	04/25/2004	-4018

7 - Fellowcraft

Main Menu

- Lodge Information
- Lodge Officers
- Forms & Documents
- Inactive / Deceased Members

Membership Stats

- 72 Master Masons
- 7 Fellowcraft
- 1 Entered Apprentice
- 1 Candidates

11 Fifty Year Masons

Degrees this Period

- 7 Entered Apprentice
- 8 Fellowcraft
- 3 Master Mason

Reports

- Membership Reports
- Active Roster (PDF)
- Membership Changes this Period
- Birthday Report
- 25 Mile Notices
- Demits & Rejections

Avery 5160 Labels

7. Select and Event (Accepted or Rejected) and then click “Change Plural / Dual Status”

